



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF THE BOARD OF SELECTMEN
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**Nathaniel H. Yohalem, Chair
Tara B. White
Michele Shalaby
Board of Selectmen**

Minutes of September 23, 2013

Board Members Present: Nathaniel Yohalem, Chairman
Tara B. White
Michele Shalaby

Others Present: Michael Skorput, Administrative Assistant
Jessica Bosworth, Administrative Secretary

The meeting convened at 6:15pm.

Tim Newman

The first order of business was brought before the Board by the Chairman of the Technology Committee, Tim Newman, to discuss the Massachusetts Broadband Institute's (MBI) completion of wiring its Middle Mile Network. The Town Hall, Library and Fire Station, what are called Community Anchor Institutions, are in the process of being wired to accept fiber optic service from the Middle Mile Network. The services provided are broken into two parts, internet and telephone. The Town currently receives DSL service through Verizon with 2 megabits of connectivity for downloads and 785 kilobits for uploads. Service from the providers through MBI would allow 5 megabits of connectivity for each building, both uploads and downloads. The two providers that Mr. Newman has been working with are Crocker Communications in Greenfield and Springfield, MA and Cornerstone in Troy, NY, both of which are reputable companies. The cost of monthly service from either one is approximately the same for internet, but varies considerably if considering a new telephone system. In order to accept telephone service through the internet, the Town would need to invest roughly \$2,000.00 to install remote PBX units. These units are completely programmable with the flexibility and usability of them being more modern and sophisticated than the current system. The monthly cost of service is \$300.00 per month less expensive through Crocker, which also offers a plan of a thousand minutes per month at a certain rate, whereas Cornerstone does not. The Board recommended that a representative from Crocker come to the Town Hall and discuss in further detail information about the new systems and options that are available. Administrative Assistant, Michael Skorput and Mr. Newman will set up the meeting.

Foley Bridge Update

There were four Bidders on the Foley Bridge project:

J.H. Maxymillian, Inc. at \$346,611.00

Northern Construction Service at \$437,850.00

Tully Construction Corp. at \$425,696.00

New England Infrastructure at \$421,405.00

The bids were analyzed by the Town's engineering firm, BSC Group, who recommended accepting the bid from J.H. Maxymillian of \$346,611.00.

After a discussion a motion was made, seconded and so voted by all members to award the bid to J.H. Maxymillian.

It was noted that the total engineering cost from BSC Group was \$83,000.00 and when added to the cost of the J.H. Maxymillian bid, rounds up to a total of \$430,000.00 with \$70,000.00 left in the grant. A proposal was made by BSC Group to oversee the engineering services required during the course of construction at \$27,300.00 and expenses of \$2,050.00, for a total of \$29,350.00.

After a discussion a motion was made, seconded and so voted by all members to award the bid to BSC Group.

After adding the BSC Group proposal and a minimum \$25,000.00 contingency, the total costs were rounded to \$485,000.00. A Clerk of the Works has yet to be appointed. Administrative Assistant, Michael Skorput, will meet with a candidate for the position, John Landers, on Wednesday, September 25th and will also speak with Highway Superintendent, Charles Loring, about performing some of the duties. The appointing of Clerk of the Works will be discussed at next week's Selectmen's meeting.

Highway Driver position

The Board authorized Highway Superintendent, Charles Loring, to offer the Highway Driver position to a prospective new employee, who has accepted the offer but is waiting to speak to his current employer. The Board will announce the name and salary of the new employee at next week's meeting.

Clayton Mill River Culvert

It was noted that there are no current updates on the Clayton Mill River culvert. The Highway Superintendent reported last that a report will be issued in October.

Town Hall Security

The Board announced that there was a break-in at the Highway Garage on Thursday evening, September 19th. The thieves were caught on security film removing an air condition unit from a window and entering the building. They stole a number of items, most of which were recovered after the film was shown to the Massachusetts State Police, then ultimately to the Connecticut State Police who recognized the suspects and arrested them.

In light of the Highway Department's robbery, the Board discussed the idea of installing security cameras and dead bolts on the doors of the Town Hall as opposed to key pad locks. Michael Skorput, provided information on two different types of security cameras, one set with four cameras and the other with eight. The cameras would be run through a computer at the Town Hall, which Arthur Dellea, the Town's IT contact, would configure. After a brief discussion about the details of the system, the Board gave its recommendation for the four camera set. The opinions of Arthur Dellea and Police Chief, Scott Farrell, will be taken into account before the final decision is made. Michael Skorput will follow-up with the locksmith company on the dead bolts.

Michele Shalaby asked what the security system is at the Fire Station and noted that of any of the buildings in the Town that were to be broken into, the Fire Station would incur the most loss. Administrative Secretary, Jessica Bosworth, will look into the matter with the Highway Superintendent.

Announcements

Administrative Assistant, Michael Skorput, sent out the letter concerning the right-of-way [on Old Hitchcock Road].

Town Clerk, Katherine Chretien, determined that Town Records cannot be stored outside of the Town and must be located within a public building. The Library and Highway Department are not suitable for storage, so space must be made within the Town Hall.

Administrative Secretary, Jessica Bosworth, updated the Board with the status of the Independent Study Program in development between the Town and Mount Everett Regional High School, resulting from the meeting on September 16th with School Superintendent, Dave Hastings. Mrs. Bosworth contacted Principal, Glen Devoti, asking for help in reaching out to students that would be interested in researching grants online for the Town. Shayna Spencer, a high school senior, promptly sent an email with links to grant websites that the Town could apply for if eligible. Miss Spencer was then sent an invitation for a meeting to take place between her, Chairman Yohalem and Mrs. Bosworth in order to discuss details of the grant work going forward. A response to that request is still being waited for.

School Superintendent, Dave Hastings and Mount Everett Principal, Glen Devoti, discussed at the previous week's meeting the need for people from the Town who are experts in a particular field and who would be willing to help educate students within their expertise. An example given was: two students were interested in learning to speak German and the school was not able to fund the request for such a small class. So the School Superintendent committed to meet them once a week over lunch to teach them.

Chairman Yohalem suggested that an announcement be made to the community asking for experts to contribute their time to students of any and all ages in the 5 Village News, on Maggie's List and perhaps including a blurb with tax bills. The Chairman will work with the Administrative Secretary on creating the announcement.

Michael Skorput updated the Board on the status of the Transfer Station work. A permit was just received from the DEP which needs to be discussed with the Engineer on a few items. As soon as the details are worked out, work can then move forward on the wall repairs. Mr. Skorput will update the Board further at next week's meeting.

The latest information concerning the Campbell Falls Bridge was given to Chairman Yohalem by the Highway Superintendent, who had contacted MassDOT. Ultimately, the State will repair the bridge. Before that can happen, the Highway Department needs to install blocks on the bridge and have it inspected and approved by the State.

Chairman Yohalem commented about the meeting with School Superintendent, Dave Hastings, which he thought went well with "terrific give and take between people in the Town and David Hastings", but was disappointed in the lack of attendance.

An invitation was sent to Governor Deval Patrick to attend a Town meeting, but because of his busy schedule he declined at this time. The Board extended an invitation to Senator Elizabeth Warren in hopes that she may be able to attend.

The Town's current Assistant Treasurer, Jennifer Govey, is no longer able to assume the duties of the position for health reasons and there is a need for the Board to act on a replacement. Treasurer, Pat Meilke, will be going away for 5 weeks at the end of October. She has recommended to the Board that Administrative Secretary, Jessica Bosworth, be appointed as Assistant Treasurer. **After a discussion a motion was made, seconded and so voted by all members to appoint Jessica Bosworth as Assistant Treasurer.**

The Town received bids for propane for the Highway Department. Osterman bid .329 and Ormsbee bid .328. **A motion was made, seconded and so voted by all members to accept the bid from Ormsbee.**

The American Legion is storing records and flags at the Town Hall while they try to sell their building. The Board would like a document signed by the American Legion stating:

1. The American Legion will remove the items being stored at the request of the Town Hall.
2. The Town Hall is not responsible for damage, loss or theft of any items.
3. A complete list of items being stored.

Chairman Yohalem read aloud a letter from the YMCA, asking the Board for permission to put up three permanent road signs directing visitors to Camp Wa Wa Segowea which they took over operations of last summer. They requested the signage at the following intersections: Norfolk Road and Canaan Valley Road, Norfolk Road and Southfield Branch Road, and Southfield Branch Road and Canaan Southfield Road. The Board discussed the matter and concluded that if one organization is allowed to put up signs, it will set a precedent for other entities to put up signs. The Board decided to decline the request and asked that a response be sent to Camp Director Jason Cohen stating that the Town's roads are all clearly marked and it recommends that the YMCA provide detailed directions and a map to visitors of the camp.

Tara B. White brought concerns forward about the permanent location of the Police Department for the Board to think about and discuss at a later date. She feels that the Department should be relocated to the old Fire Station with the other emergency services in Southfield, but another option could be the property at the intersection of Mill River Southfield Road, Lumbert Cross Road and Hadsell Street that the Town now owns. The property is 1.1 acres which the Town took by taxes, valued at \$109,500.00, currently brings in about \$500.00 in taxes and is in a centralized location. Mrs. White suggested that this could be presented at the Annual Town Meeting, with costs, facts and figures of the potential project. Chairman Yohalem noted that this proposal is timely, considering that Highway Superintendent, Charles Loring, indicated that he would like the Police cruiser out of the Highway garage for the winter months. Mrs. White commented that nothing could be done this winter [at the property] but a decision needed to be made quickly as to the garaging location of the cruiser. The Board will discuss with Police Chief, Scott Farrell, the housing of the cruiser and Michael Skorput will confirm with Mr. Loring that the vehicle indeed needs to be moved.

Michele Shalaby had attended an Emergency Services Meeting on the previous Thursday as the representative to the Board. There were three retirements within the group and there is to be another meeting held on October 3rd to decide if they would like to replace them.

Chairman Yohalem confirmed with Jessica Bosworth that a telephone meeting was set for Thursday, September 26th at 10am to update Erica Kreuter, State contact for MassWorks, on the status of the grant. Mrs. Bosworth will send reminders to Ms. Kreuter and Tom Loughlin, Engineer for BSC Group, of the upcoming telephone call.

Prudence Spaulding, present in the audience, asked if the proposed security cameras would work during a power failure. The Board did not have the answer to that question, but commented that the system may have a battery back-up or be powered by battery.

Mrs. Spaulding thought that the use of volunteers in the schools was an excellent idea, but commented that the Board had not identified the contact person at the Town Hall who will be accepting inquiries about the program. The Board decided to announce that Jessica Bosworth would be the liaison between interested experts and the Principals of the schools.

Michele Shalaby updated the Board with a notification she had received of surveying work being performed on the Clayton Mill River Culvert on Tuesday, October 1st which will result in the road being closed for the day. She recommended that the Town use Blackboard Connect to let people know of the closure, Tara White mentioned announcing it on WSBS and Chairman Yohalem included Maggie's List. Jessica Bosworth will check with the Highway Superintendent on the plan to alert the community.

Being that there was no further business to be brought before the Board, a motion was made and seconded and so voted by all members to adjourn at 7:37pm.

Respectfully submitted,

Jessica Bosworth
Administrative Secretary

